



## Financial Adviser Disclosure Statement

*Prepared on 30 June 2024*

This Disclosure Statement provides important information about our Financial Advisers employed by Chris Lee and Partners Limited.

It is important that you read this document as it contains essential details about the role of its advisors.

### Adviser Information

**Name and Registration FSP Number:** Chris Lee (32741), Edward Lee (32721), Jonathan Lee (37425), David Colman (37442) and Fraser Hunter (1005021) sighted at <http://www.fspr.govt.nz>

**Financial Advice Provider Name:** Chris Lee & Partners Limited

**License Number:** FSP32643

**Date Issued:** 11 November 2022

**Licensed by:** Financial Markets Authority (FMA)

### Contact Details

**Phone:** (04) 296-1023

**Email:** [office@chrislee.co.nz](mailto:office@chrislee.co.nz)

**Address:** 14B Marine Parade, Paraparaumu Beach, Kapiti Coast

**Postal:** Po Box 1633, Paraparaumu Beach, Paraparaumu 5252

### Financial Adviser Services (Scope and basis):

As Financial Advisers, we specialise in providing information and advice on a range of investment products, including:

- Debt securities
- Equity securities
- Unit trusts
- Managed funds
- Kiwisaver providers

Please note that our services do not extend to advice on direct property investments, insurance, debt management, budgeting, tax planning, or estate planning.

### Duties Information:

In our capacity as financial advisers, we adhere to the obligations set forth by the Financial Markets Conduct Act 2013 and the Code of Professional Conduct for Financial Advice Services. These obligations include:

- Meeting the standards of competence, knowledge, and skill as specified in the Code of Conduct
- Prioritising the interests of my clients above all else
- Exercising the highest levels of care, diligence, and skill in all my professional activities
- Upholding the standards of ethical behaviour, conduct, and client care as detailed in the Code of Conduct.



## Fees

We have two types of fees, a fixed annual charge which varies depending on the service provided; and brokerage, charged when a transaction occurs.

### Service Fees

#### Financial Advice Service (Self-Managed)

Client pays annual Fee of \$595 plus GST, by invoice. We will issue an agreement that acknowledges the terms and conditions. Payment due prior to service delivery.

#### Personalised Reporting Add-on

Client pays a total annual fee of \$1,500 plus GST, by invoice. This service includes Financial Advice. We will issue a survey to the client gathering information and will write quarterly reports to clients. Payment due prior to service delivery.

#### Wealth Management

Client pays a service fee based on the scale of the portfolio. The fee for this is 0.50% per annum based on the portfolio value. It is paid monthly.

#### Transactional Only service

A Transactional Only Service does not incur an annual fee unless clients wish to use our Portfolio Reporting Service via the website. The fee for this is \$170+GST per annum.

Further details around our Service Levels can be found on our website.

## Brokerage

Our clients are charged brokerage fees ranging from 0.75% to 1.35% on both buy and sell transactions. The exact amount depends on the size of the transaction, with a minimum charge of \$45 for NZX orders, or \$50 for ASX orders, per transaction. The total brokerage cost will be clearly stated on the contract notes issued after each transaction.

In the case of new issues, the brokerage fees can be waived if they are paid by the issuer.

## Conflicts of Interest & Commission

We prioritise client interests over our own and adhere to a strict advice process that ensures all recommendations are always in the best interests of our clients. As employees of Chris Lee and Partners, we receive a salary & profit share and do not receive any additional incentives or commissions based on the financial advice provided.

Chris Lee and Partners is independent advisory practice with no formal affiliations to any banks or financial product providers. This ensures that the advice we provide is unbiased and solely in the best interests of the client. Fees for our services are charged directly to the client, and we do not accept any payments or commissions from organisations that could potentially influence my advice.

Occasionally, Chris Lee and Partners may receive small gifts from clients and product providers. These gifts are of minimal value and do not affect our business operations. We are obligated to disclose any conflicts of interest or potential conflicts as they arise. Should any conflicts emerge, we will take necessary measures to manage and disclose them. We prioritise client interests over our own and adhere to a strict advice process that ensures all recommendations are always in the best interests of our clients



## Complaints

If you have a problem, concern, or complaint about any part of our services, we urge you to contact us initially. Our goal is to resolve all complaints without escalation.

- If we are unable to address your complaint immediately, we will acknowledge your complaint within two business days. We may contact you to gain further information about your complaint.
- We aim to resolve complaints within five working days of receiving them. If we require more time to investigate your complaint, we will inform you of when you can expect a response.

In a situation where we cannot reach an agreement on how to resolve the issue, we will refer the complaint to our external dispute resolution provider, and you are invited to do the same. This service will be at no cost to you and will help us resolve any disagreements.

You can contact Financial Services Complaints Limited through following methods:

**Phone:** 0800 347 257

**Email:** [info@fscl.org.nz](mailto:info@fscl.org.nz).

**Letter:** PO Box 5967, Wellington 6140

Full details of about the FSCL scheme can be obtained on its website ([www.fscl.org.nz](http://www.fscl.org.nz))

## Indemnity Insurance

Neither our advisors nor Chris Lee and Partners hold indemnity insurance. Instead, we maintain capital in our business, ready to address unexpected costs should it be necessary. CLP has never failed to meet any legal obligation.

## Reliability History

None of our advisors have any relevant information to report. None have been made bankrupt or insolvent, nor have any convictions or been publicly disciplined.

## Further Information

Should you have any queries regarding this disclosure statement or if you wish to learn more about us, please do not hesitate to ask. For general information about financial advisers, you can visit the FMA website ([www.fma.govt.nz](http://www.fma.govt.nz)), which offers extensive resources on the New Zealand Investment and Advice Industries.

## Disclaimer

The information and advice we provide are aimed at assisting you in your investment decision-making process. However, please be aware that all investment decisions and actions are your exclusive responsibility, regardless of whether they result from information supplied by us.

While we endeavour to ensure accuracy and exercise due care in providing advice and statements, we cannot accept liability for any inaccuracies or oversights. We deny any responsibility for information or actions attributed to other parties. Please note that we do not guarantee the repayment of your capital or promise any level of return on your investment.

## Declaration

We hereby declare that, to the best of my knowledge and belief, the information contained in this disclosure statement is true and complete and complies with the disclosure requirements in the Financial Markets Conduct (Regulated Financial Advice Disclosure) Amendment Regulations 2020.